

Ceremony  
1952

NEW YORK UNIVERSITY  
INTERDEPARTMENTAL COMMUNICATION

23 April 1952

Memorandum to Dean Drake

I shall be happy to send out tea cards to all of the persons mentioned in your memorandum of the 23rd.

And now to answer your other questions -

- (1) We have never sent reservation blanks to those who wish us to provide them with academic robes, but shall do so if this is the order of the day. Heretofore, persons have telephoned, requesting that we provide the robe for them, and we have asked for their measurements and settled the question on the 'phone. I shall appreciate it if you will take care of the matter of the academic costumes for your marshals.
- (2) The wreath list will not be available before another week, as many of those who have tentatively arranged to provide wreaths are out of town and we must await their responses.
- (3) The acceptances are just now commencing to come in, and it will not be possible to have a list of platform guests, outside of the actual participants, until about a week before the ceremony.
- (4) I just learned from Miss Finley that the Campus Coach Company will supply us with a bus for \$36.00. A requisition has been sent to her covering this.

I shall look forward to receiving a copy of the instructions which you issued. It will be very helpful to me here.

The requisition for the public address system has already been issued, and Miss Finley called and told me that the price was \$100.00. On my requisition to her, I indicated that when the men come up to do the actual wiring, they communicate with you and get full instructions as to the exact location of the loud speakers on the lawn outside of the Library, and any other instructions which you think they ought to have.

Bertha L. Lyons  
Curator, Hall of Fame

BLL:Mc